

THORNTON STEWARD SAILING CLUB - MANAGEMENT COMMITTEE

MINUTES of the meeting held on 12 Jan 2023 on Teams.

PRESENT: Phil Gamlen (in the Chair), Phil Cosson, Mike Smith, Eddie Fearnside, John Knopp, Merrin Froggett, Rob Wyatt, Kay Marriott, Graham Whittall, Annabelle Le Page,

APOLOGIES FOR ABSENCE: Trevor Birbeck

Observing: The chair welcomed observers - James Proctor, Ruth Pink, Trevor Bradley.

1. Conflicts of interest

None were declared by any of the Management Committee / Directors.

2. Minutes of 10 Nov 2022

Approved without alteration.

3. Actions arising from the last meeting

- a) Site Works Update – Yorkshire Water have completed the extension of the track from the club parking area to the concrete path to the west of the club house. This improves access for emergency vehicles, for disabled access and for boat collection/delivery. The track is 2.5m wide with a deep foundation and a rolled surface. An underground drain has been inserted at the swamp. **PHG** will write to thank YW and draft an announcement for members including restrictions on use - cars must go no further than car park unless picking up or dropping off a boat, the new track must not be used to access the camping area.
- b) Social Event/Prizegiving – Feedback was very positive. Put a date in calendar for next year. It was a rush for some working members so investigate a venue that could do a weekend. Action **MF/KM**.
- c) Beyond Nature – YW have incorporated our suggested changes so that the ecology developments don't inconvenience club activities. Our proposed capital developments are included. TSSC becomes responsible for the upkeep of some fences and wildflower meadow. Access to the camping is not affected.
- d) Buoys and Ground Tackle – The Royal Engineers Dive Team are expected late Feb-early March to lift all the ground tackle from the reservoir and replaced it with new anchors, chains, ropes and buoys as required. The type of anchors and tackle is dependent on whether the buoys will be permanent or recovered/serviced annually. After lengthy discussion it was decided that new buoys would be used and laid so that they are retrievable. The club has suitable rope, rollers and balance weights. Anchors and chain to made or sourced by the RE. RW has earmarked £1000 for this issue. **JK** to co-ordinate and to organise a work party of the Bosuns plus a few others.

4. Safeguarding

KM has done the pre-reading and the RYA course for Safeguarding Officers and joined the RYA Safeguarding Group. Next, she will look at TSSC resources and policies and draft a piece for SailTime. KM will establish dialogue with each school/college. **KM** to obtain contact details from RW.

5. Sailing and Training Programme for 2023

Racing – Racing programme to begin late April. Perhaps have a Kick Start racing event on Easter Sunday (9th April). Continue with weekly Sunday racing and Wednesday evenings. No racing

programme for the six week summer holiday. Mark Meadows has been asked to run the Race Officer Course again.

Training – RYA Level 1-2 courses to be held in May over three weekends (Sat/Sun and two Saturdays) and again in June. Some thought to be given to starting with a ‘kitting out session/introduction’ on the Friday evening so that the first weekend can finish at Sunday lunchtime. Dates for school summer holiday courses have been fixed (CGSC). Training in March/April is to focus on Safety Boat Familiarization. Currently there is no list of people waiting for PB2 course or to be direct assessed, so PB2 training will be scheduled in the late season.

Martha Mohan and Tim are to be encouraged to continue their Saturday informal help/advice sessions.

CPD – James Proctor is arranging a CPD session with a PB Instructor, probably March. There is an RYA Sail Trainers’ Day on 1st April and following that **RW** suggests getting Erica Caswell for a day to work with instructors.

Commodore’s Cup – Sunday 27th August. The involvement of SUP members and fun activities was successful last year. The Commodore’s Cup need not be awarded for a traditional dinghy race but could be for a more inclusive activity. **SPG** to propose a format for the day.

Camping – Two weeks scheduled: Saturday 27th May – Sunday 4th June and Saturday 19th August – Monday 28th. **MF** to inform Yorks Water of dates.

Schools & Colleges – Aysgarth School are keen to go ahead this year. Our personnel will need to do an Aysgarth Safeguarding session. They like early Wednesday afternoons. **RW** to liaise with Jo at Aysgarth. Wensleydale School have later Wednesday afternoons with CGSC Carmel College have been informed that TSSC are unable to deliver their programme this year.

Mowbray School – This specialist school (children with an Education Health Care Plan) in Bedale has enquired about moving its water sports sessions to us from Ellerton Lake. They have their own instructors and some equipment. We cannot sub let so they would need to have a group membership. Action: **MS and PHG** to draft a response.

6. Infrastructure Project 2023

Before Covid the project was estimated to cost in the region of £140k but now estimates are nearer to £200k. The Army have recently offered to match fund £100k but the bid would need to be made before 26th March. **RW** has talked at length with Sport England, they can only offer <£10k for small projects. Availability of grants for larger projects are not anticipated for some time. Some Govt funds are available through Building Communities (UK Levelling Up Fund (Round 2)) but we do not meet their requirements. RDC have some funds to distribute prior to re-organisation but we are unlikely to be considered due to our company status. **RW** to make a final approach to YDC. **EF** asked if a bank loan would qualify for Army match funding. **PHG** has considered this, sought advice, and recommends that at the current time a loan of that size is unwise. **RP** concurs. We are aware that YDSC are burdened with debt from a large existing loan.

Final avenues are being explored but the chances of raising £200k and having the project finalized and re-costed in time to bid for end 1Q23 are low. Better to have to have everything in place another time than rush up against a deadline.

7. Treasurer’s Report

Accounts 2022/23 - Opening balance at start of year £ 40,147.09, Income £ 10,503.11, Expenditure £4,426.77, Closing Balance £46,223.43.

Budget 2023/24 – updated to £11.5k (YW rent is paid up to end August). Allowance for capital spending £3.5k plus money already allocated to pontoon anchors (£500), new marks/buoys etc (£1000) and fencing.

Accountants - C&GB Associates at Thirsk have started. They are keen for us to use the Xero accounting system and this would reduce accountancy charges. RP has experience of this.

Membership – Members should be encouraged to pay by BACS instead of PayPal as PayPal fees are currently £500/yr. **MS** to liaise with new treasurer about members' payments.

Membership Renewals – currently 92 memberships (180 people). 36 memberships not renewed but it is early days yet and some are habitually late. Not all 30 SB helms are renewed yet.

RW to agree a transition date after the AGM with the new treasurer.

8. AGM 2023

A revision of club rules and memorandum is to be postponed to the 2024 AGM so that it has full consideration. Action **PHG**. The agenda to be finalised after this meeting (**MF**) and to be notified to members. **RW** to provide a year-end summary for the website. Four nominations have been received for committee. A member's question regards the possibility of installing a webcam for seeing the conditions on the water. This would involve installing a phone line to the club and internet costs in addition to a webcam and computer to send images.

9. Early Season Workdays

Saturday 18th March and Sunday 26th March.

JK has provided a schedule of works, but someone needs to lead in preparation and on the day. **PHG** to ask Dave Oldacres. SailTime to remind members how trailers/trolleys should be marked in order to be retained in the park (**MS**). Some old car tyres need to be taken for disposal, **MF** to investigate options and costs.

10. AOB

- a. **Car Park Litter** – The club have been asked by Thornton Steward village committee to support a litter bin. YW are opposed to litter bins in rural locations as they find that it encourages fly tipping but they will consider a dog waste bin. Lisa Harrowsmith (YW) is to liaise with the village representative.
- b. **GW** asked about First Aid Training for members who do SB duties. RW is to organise First Aid CPD for the instructors that could perhaps be opened to others. (Mark Meadows and JK are FA trainers.) **RW** to ask Ellie Meadows what a 1-2 hour session should include, and enquire if Yorkshire Ambulance can offer a Defibrillator session and possibly other content.
- c. **ICE information** – the club does not hold 'In Case of Emergency' contact details for members which is required in many organisations now. It could be included as an optional field in the membership form, action (**MS**).
- d. **Gate Padlocks** – MF is liaising with those who have padlocks on the gate so that contact information is shared, and padlocks are identifiable in the case of problems.
- e. **Boat Park** – MF has reported the two incidents of vandalism in the boat park and craft being set free on the water (May and December) to North Yorkshire Police. Local patrols will be made aware of the incidents.
- f. **Club Management System** – A web based sailing club management system (www.sailingclubmanager.com/) is now available. **MF** to include in next agenda.

11. **PHG** thanked retiring committee members ALP and EF for their many years of service to the club, for their significant input and impact. **ALP** thanked PHG for having steered the ship through troubled waters and for the significant development of the club that he has led.

12. **MF** to poll committee for the last week of February.

| Ref | Actions from this meeting | Owner |
|------------|----------------------------------------------------------------------|--------------|
| 11/01/22 | Track - thank YW and draft an announcement for members | PHG |
| | Prize giving – research venue for next year | MF/KM |
| | Co-ordination of new marks and buoys and work party | JK |
| | Dialogue with schools re safeguarding. Article for SailTime | KM |
| | Erica Casswell for instructors CPD day | RW |
| | Format for Commodore’s Cup Day | SP Group |
| | Inform YW of camping weeks dates | MF |
| | Response to Mowbray School | PHG/MS |
| | RDC re grants | RW |
| | Rules/memorandum revision 2024 | PHG |
| | AGM Agenda final version | MF |
| | Treasurer’s report for AGM | RW |
| | YDC re grants | RW |
| | Membership Sec to liaise with Treasurer re membership payment method | MS |
| | Task a leader for the early season workdays | PHG |
| | Notify members re early season workdays and trailer park | MS |
| | Tyre disposal options and costs | MF |
| | First Aid/defib training | RW |
| | ICE information field in membership form | MS |
| | Next agenda: Club management | MF |
| | Poll dates for next meeting | MF |
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